

Meeting Minutes
Vision Workgroup # 3
Develop a Comprehensive Statewide Integrated Information System
Tele-conference Call
September 16, 1998
4 to 6 PM

Vision Committee Members	Participating
Dr. Angelo Salvucci, Commission Lead	X
Steve Andriese, Mountain Valley EMS	X
Ed Armitage, EMSA ORIS Manager	X
Madeline Bakes, EMSA Lead	X
Dr. Joseph Barger, EMDAC	
Barbara Brodfeuhner, Ventura EMS	
Michael Harris, Alameda County EMS	
Jean Homan, CENA Representative	X
Mike Kassis, OSHPD	
C. L. McArthur	
Kathy Ord, Long Beach Fire Dept	
Craig Stroup, Mountain Valley EMS	X
Richard Watson, Interim Director EMSA	X
Statewide Data Workgroup	
Bruce Kenagy, Contra Costa EMS	X
Neena Murgai, San Francisco EMS	
Jay Myhre, Marin County EMS	X
Jim Schneider, Monterey County EMS	X
Bonnie Sinz, Los Angeles County EMS	

1. Sign-on and Introductions

As each participant signed on to the conference call their name was added to the roll of participants. Dr. Salvucci indicated that he wanted to use this conference to make sure that participants in the various subcommittees were working on their projects. He thanked all for signing on and for their work.

2. Review and Approval of August 13, 1998 Minutes.

The minutes for the August 13, 1998 conference call were approved as submitted

3. Update of Nationwide EMS Automated System Survey

Madeline Bakes presented a summary of her findings to date. Examining the Excel spreadsheet attached to this message can best summarize the discussion. It should be emphasized that this is presented as a DRAFT copy of her work to date. Detail information relating to the analysis presented in the spreadsheet will be made available once they have been edited.

Dr. Salvucci indicated that he has had discussions with New Mexico and that they are still in the RFP process. They also defined a need to modify the NHTSA data specification. He said that a copy of New Mexico's Data Dictionary should be available at our next meeting.

4. Update of the Standards and Guidelines for Statewide EMS System Evaluation Grant.

Steve Andriese gave an update of the progress on the Standards and Guidelines for Statewide EMS System Evaluation Grant. On Friday, September 4, 1998 Craig Stroup and Steve met with the project consultants from Children's Hospital in San Diego. The consultants proposed that, instead of just developing the organizational structure and sample QI indicators, a core group of local (county or regional) EMS systems be identified that are willing to test the proposed indicators through a process they utilize called "Rapid Cycle Improvement" (RCI).

This Continuous Quality Improvement (CQI) approach, among other things, utilizes an accelerated process (usually less than 4 to 6 weeks per cycle) to collect and analyze data, and make informed changes based upon that analysis. This is then followed by another cycle to evaluate the success of the change. The ongoing repetition of these RCI cycles serves as the basis for CQI and establishing benchmarks within the organization. This Plan, Do, Check, Act approach is certainly nothing new to most of us, however, some of the concepts associated with RCI will be useful in the success of statewide EMS system evaluation and fortunately, will not require any change in the project objectives.

Steve has asked the consultant group to make a presentation on this proposed approach at the November Steering Committee meeting but a decision to move ahead must be made much sooner. To ensure that there is adequate time to complete the objectives utilizing this revised approach it will require that, 1) many, if not most, of the Advisory Group members be chosen from the participating EMS systems, and 2) that they identify and obtain a commitment from the participating EMS systems as soon as possible.

Steve has sent a fax containing the above information to each of the Steering Committee members, requesting approval by Friday, September 18, 1998. He anticipates sending invitations to the EMS agencies in the next two weeks.

4. Update of Sub-Committees:

- **Core Data Set - Mike Kassiss**

No progress report was made, as Mike was unable to participate.

- **Defining Reports - Michael Harris and Steve Andriese**

Steve reported that Michael Harris had sent out a survey regarding the definition of reports. Madeline Bakes indicated that she had included the reports that were defined at the first meeting of the Data Vision Committee.

- **Confidentiality Issue - Jim Schneider**

Jim Schneider reported that he has a six-page report that will be available at the meeting on Tuesday, September 22, 1998. He had called OSHPD and wanted to use their policy as a model and found that it is currently being revised.

- **Data Transmission and a State Repository - Ed Armitage, Bruce Kenagy and Jay Myhre**

Ed Armitage reported that the group is working with the following definitions:

Data Transmission

- Data transmitted at end of period. (month, quarter)
- Using Current Technology (Bulk Data not reports transmitted via FTP or other technology.)

Repository

- Completion of initial data with OSHPD ER and Hospital data.
- Sanitize data (no name, SSN, address, etc.) after completion.
- Make completed data available for use by LEMSAs for their own QI research.
- Once data is complete, State EMSA could run any necessary reports as needed.
- The data submitted would be in lieu of existing reporting requirements that are in need of updating.

Discussions identified that Marin County has a somewhat unique agreement with their providers, which gives them ER completion information. (During the conference call it was reported that Marin County gets full data, including hospital data. In fact they do not get the hospital data. Jay Myhre cleared that up in a note sent on 9/17/98.) The Marin County components include

- Not point of service data entry.
- PC's at Hospitals and ALS providers.
- 3 billing agencies using information.
- Jay Myhre wrote software for Marin County and several other LEMSAs are exploring the possibility of using that software.
- Providers can't leave hospital until a "written report" has been left with hospital. They typically choose to use the system.

Jay Myhre further described the relationship that Marin County has with the providers.

- **Data Entry - Bonnie Sinz and Dr. Salvucci**

Dr. Salvucci reported that they are researching a number of vendors for this project. There are a number of interesting ideas but nothing to recommend at this time.

- **Foundation Funding - Mike Kassis and other major players**

No progress report was made, as Mike was unable to participate.

- **Data Linkage - Neena Murgai, Mike Kassis and Dr. Salvucci**

No progress report was available due to the recent passage of related legislation (SB1973) and due to the fact that related policies are currently being developed.

- **EMS Customers - Dr. Salvucci, Jean Homan and Craig Stroup**

A list of EMS customers will be faxed out to all participants.

5. Final Remarks:

Dr. Salvucci requested that we explore the possibility of having the 9/22/98 meeting in Los Angeles changed to start an hour earlier than currently scheduled and then use three full hours 6:00 p.m. to 9:00 p.m. for the meeting. Madeline Bakes agreed to check on it and to report to Dr. Salvucci the next day. The conference call was terminated at approximately 4:45 p.m.